



TOWNSHIP OF ZORRA POSITION DESCRIPTION

POSITION TITLE: Camp Leader (Seasonal, March Break)

DEPARTMENT: Recreation

TITLE OF IMMEDIATE SUPERVISOR: Reports to Recreation & Facilities Program Coordinator

STATUS/HOURS OF WORK:

This position is non-union, part-time. Scheduled hours will vary based on the needs of the camp and will primarily occur Monday to Fridays from 8am to 5pm during March Break. Hours required will vary from 30 – 40 during this week. Staff will be required to work within the Village of Embro. Pre-Camp training will occur the week prior to March Break.

PURPOSE OF POSITION:

To engage, supervise and instruct participants in fun, safe and educational camp activities. Take primary responsibility for the health and well-being of all campers. To build leadership skills and be involved in the day-to-day duties of a Camp Leader.

RESPONSIBILITIES:

This part time position will

- Take primary responsibility for the health, well-being, safety and happiness of the campers.
- Guide campers in participating successfully in all aspects of camp activities.
- Supervise, assist and actively participate in all aspects of the camper's day.
- Provide opportunities for the group so that each individual experiences success while at camp.
- Recognize and respond to opportunities for group problem solving.
- Ensure camper safety throughout the day, including sign in and sign out by conducting attendance, head counts, and choosing safe environments for activities.
- Plan and facilitate camp activities for all campers including games, crafts, activities, quiet time, free play, skating, outdoor play, etc.
- Participate in all camp activities including skating & outdoor play.
- Set a good example to those around you, respecting campers, peers and staff.

QUALIFICATION REQUIREMENTS:

- Must be 16 years of age or older.
- Standard First Aid CPR
- Vulnerable Sector Criminal Check
- Experience in child care, day camps or organized youth activities.
- Able to demonstrate excellent interpersonal skills, problem solving skills, customer service skills and communication skills.
- Must have good organizational skills and is punctual and dependable
- Self-starter and able to work with minimal supervision.
- The ability to follow safety procedures set by Municipality.

WORKING RELATIONSHIPS:

Internal:

With Recreation & Facilities Program Coordinator and other Camp Leaders.

External:

With parents, campers, clients and general public.

UNIFORM REQUIREMENTS:

T-shirts will be provided and worn during all shifts.

APPLICATION PROCEDURE:

Please submit your resume to:

Stephanie Starchuck
Recreation and Facilities Program Coordinator
Township of Zorra
sstarchuck@zorra.on.ca
274620 27th Line, PO Box 306
Ingersoll, ON, N5C 2K5
sstarchuck@zorra.on.ca

Application deadline: Friday, February 2, 2018
Only successful candidates will BE contacted for an interview.